

# City of Memphis

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TENNESSEE

## Your Guide To



### Title VI Civil Rights Act of 1964

City of Memphis  
Office of Contract Compliance

Willie W. Herenton  
Mayor

## ***The City of Memphis Office of Contract Compliance***

The City of Memphis' Title VI Program's primary goal is to ensure all management staff, contractees, and service beneficiaries are aware of the provisions of Title VI and the responsibilities associated with Title VI of the Civil Rights Act of 1964.

We are readily available to provide you with high quality technical assistance, resources, guidance, and any other information in regards to Title VI. Please do not hesitate to call our office for further assistance.

*We look forward to **partnering** with you!*



### **What is the Title VI of the 1964 Civil Rights Act?**

**“No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under a program or activity receiving federal financial assistance from the City of Memphis.”**

It covers all forms of federal aid except those federally funded contracts of insurance and guaranty. It does not cover employment, except where employment practices result in discrimination against program beneficiaries or where the purpose of federal assistance is to provide employment. Nor does it apply to discrimination based on age, sex, geographical locale or wealth.

### **What is covered by Title VI?**

Title VI addresses areas of services such as:

- Transportation
- Construction
- The distribution of benefits and services
- Tax benefits enjoyed by private agencies, fraternal and non-profit organizations (i.e. 501 (c) 3), as well as educational institutions
- Locations of facilities
- Law enforcement and environmental issues
- Program effects on people in applicable communities
- Healthcare (i.e. Medicare, Medicaid, TennCare), social services, and Public welfare
- Natural resources and the environment
- Employment and job training
- Housing and community development
- Agriculture and nutrition

◆ This is not an inclusive list

### **What discrimination is prohibited by Title VI?**

There are many forms of illegal discrimination based on race, color or national origin that can limit the opportunity of minorities to gain equal access to services and programs. Among other things, in operating a federally assisted program, a recipient cannot, on the basis of race, color or national origin, either directly or through contractual means:

- Deny program services, aids or benefits;
- Provide a different service, aid, or benefit, or provide them in a manner different than they are provided to others; or
- Segregate or separately treat individuals in any matter related to the receipt of any service, aid, or benefit.

## **How can I file a discrimination complaint?**

You may file a signed, written complaint within 180 days to the date of the alleged discrimination. The complaint should include:

- Your name, address, and telephone number.
- The name and address of the agency, institution, or department you believe discriminated against you.
- How, why, and when you believe you were discriminated against. Include as much specific, detailed information as possible about the alleged acts of discrimination, and any other relevant information.
- The names of any persons, if known, who City of Memphis Office of Contract Compliance could contact for clarity of your allegations.
- Your complaint must be signed.

Please submit complaint to the address stipulated below and to the attention of Carlee McCullough.

### **City of Memphis Office of Contract Compliance**

**Carlee McCullough**  
Contract Compliance Officer,  
**City of Memphis Title VI Coordinator**

100 North Main, Suite 2145  
Memphis, TN 38103  
Tel. (901) 576-6210  
Fax (901) 576-6560

#### **Resources:**

Tennessee Department of Transportation,  
Civil Rights Office